



PROGRESS IN MOTION

CITY OF FRISCO PURCHASING DIVISION

August 23, 2011

Addendum #1

Questions, Answers, & Clarifications

Bid # 1108-061

RFQ FOR TRAFFIC ENGINEERING SERVICES

1. Question: How many copies of the RFQ are required – A CD or Flash Drive plus six copies or one copy?

Answer: A CD or Flash Drive plus six copies to facilitate evaluation.

2. Question: With regard to the request for a certificate of insurance, would you like us to submit this within the Resume Appendix or a separate tab with the forms?

Answer: A separate tab with the forms.

3. Question: Which Supplemental Forms need to be submitted with the Proposal?

Answer: Supplemental Information – Page 13

Affidavit of No Prohibited Interest- Page 14

Supplemental Information – Page 15

Conflict of Interest Questionnaire – Pages 16-19

4. Question: Do Sub Consultants need to fill out the Supplemental Forms as well?

Answer: Yes

5. Question: Do we need to submit the last form shown on page 24 of the RFQ?

Answer: Yes

6. Should we include an additional tab entitled “Forms”?

Answer: Yes

7. Question: Where can we find editable versions of the forms?

Answer: There are no editable versions of the forms available. The forms will need to be printed out and completed from the pdf file.

8. Are the back and front covers excluded from the page limitation?

Answer: Yes

9. Question: Is the Supplemental information on pages 13-15 considered part of the SOQ Submittal or would this information only be submitted with a contract?

Answer: Question answered in Question #3

10. Question: If the Supplemental information is needed in the SOQ would the Supplemental information be considered an appendix and not included within the page limit?

Answer: The Supplemental information is not included within the page limit. Submit an additional tab entitles “Forms”.

11. If the SOQ firm does not have a conflict of interest should the conflict of interest form be included in the SOQ.

Answer: Yes. Write in N/A as the answer to each question, sign and date the form and submit it with the RFQ Submittal.

Vendors who may have already submitted a bid and feel this addendum may change their bid price, may pick up their bid, and return it by the closing date. If picking up the bid is not feasible, any new bid submitted by your firm will supersede one previously submitted.

Acknowledge receipt of this addendum by initialing in the appropriate space on the bid document.

Sincerely,

Jean Stelatella, CPIM, CPPB

Buyer

City of Frisco